



## Meeting Minutes

<b>Description:</b>	Trustee Board Meeting		
<b>Date:</b>	12 February 2025	<b>Time:</b>	17:00 -19:00
<b>Chair:</b>	Luca Di Mambro-Moor	<b>Location:</b>	Google Meet
<b>Attendees:</b>	<p><b>Voting Members</b>            Luca Di Mambro-Moor (<b>Education Officer</b>)            Shada Abdalqader (<b>Campaigns and Activities Officer</b>)            Nour Matar (<b>Welfare and Liberation Officer</b>)            Kofi Siaw (<b>External Trustee</b>)            Abigail Mensah (<b>External Trustee</b>)            Stephen Norton (<b>External Trustee</b>)            Preety Kaur (<b>Student Trustee</b>)</p> <p><b>Non-voting Members</b>            Ed Nedjari (<b>CEO</b>)            Rhiannon Suchak (<b>Head of Memberships</b>)            Oliver Roscoe (<b>Head of Commercial Operations</b>)            Wala Osman (<b>HR Manager</b>)            Abigail Atta-Panin (<b>Finance Manager</b>)            Zainab Turay (<b>Advice Manager</b>)            Nyerho Okorefe (<b>HR &amp; Admin Coordinator</b>)</p>		
<b>Apologies</b>	<p><b>Voting Members</b>            Pradeep Thatai (<b>External Trustee</b>)</p> <p><b>Non-voting Members</b>            Danielle Sevenoaks (<b>Communications Manager</b>)</p>		

Ref.	Item	Summary Items	Action Points
1	<b>Welcome and Introductions</b>	All attendees were welcomed by the chair.	
2	<b>Declarations and note any possible conflict of interest</b>	No conflicts of interest were noted by the chair.	
3	<b>Minutes from last meeting</b> <ul style="list-style-type: none"> <li>• Approval</li> <li>• Actions Update</li> </ul>	The previous minutes were approved as accurate, and there were no actions for review.	
4	<b>Declarations for any other business items</b>	No other business was received in advance of the meeting.	
5	<b>Organisational Updates &amp; CEO Update</b>	<p>The Chief Executive provided a comprehensive update on the financial audit status, mentioning Goodman Jones' attentiveness and support. He discussed budgets and forecasts, mentioning everything was on track, and the need for trustee approval for the budgets which were an oversight. He also mentioned the need for better grant requirements, the importance of having the right people in the room for grant requests and the need for better communication with the university.</p> <p>Concerning the management accounts, he stated that all budget holders should now have their departmental budgets, except the Commercial department because there are issues with the Epos system and the way it interacts with sage.</p>	<b>Delaware &amp; the Finance Manager are to discuss, in the next meeting, what they have found concerning improving finances and should be done in the next few months for organisational development.</b>

		<p>There was the recruitment of a Student Voice Assistant, and a Cafe Coordinator.</p> <p>The Charity Commission has not responded to any emails sent to them, leaving the SU uncertain about the next steps or any potential further actions.</p>	
6	<b>Charity Governance Code Assessment</b>	The Head of Membership explained the charity governance code assessment process and requested trustees to volunteer for sections to assess.	<b>The Trustees and Sabbs are to complete the governance code assessment by the next board meeting.</b>
7	<b>Data Protection Policy Update</b>	<p>The Head of Membership also provided an update on the data protection policy, mentioning the updates by the Policy Advisor and the need for trustee feedback. They also mentioned the importance of the data protection policy and the need for regular updates.</p> <p>The Education Officer highlighted the need for clarification on certain aspects of the data protection policy.</p>	
8	<b>Liquid Friday Investigation Report</b>	Two representatives from Liquid Friday were present at the meeting to discuss the breach that occurred. They informed the board about the investigation findings and identified human error as the cause of the breach. They explained the Immediate actions taken which included re-routing pay slips and completing a data protection impact assessment. Further actions included adding additional security layers and ensuring password protection on pay slips.	

<p>9</p>	<p><b>Commercial- HOC Report</b></p>	<p>The Head of Commercial gave an update on recruitment, P&amp;L position, student engagement, and budget effects, including the impact of increased staff costs and the need for price increases.</p> <p>The Commercial Operations Manager discussed the performance of the bar and cafe, the challenges with student engagement and the need for cost-saving measures. She mentioned the potential for new product offerings and the need for a refurbishment of the bar. She requested for suggestions or ideas that could help boost sales in the café.</p> <p>The Head of Commercial concluded with the overall commercial report, highlighting the need for remedial actions to improve the financial position.</p>	
<p>10</p>	<p><b>Mid-Year KPI Check-In</b></p>	<p><b>Membership:</b></p> <p>The Head of Membership discussed the sports and society KPI which is to keep growing student communities. Students in the sports communities have been extremely engaged, that the hardship fund has been maxed out. There is a plan to add funding for the sports communities in the grant to avoid increasing membership prices. There are new societies that have started.</p> <p>Student Voice has been doing good as well especially with the recruitment of the new Student Voice Assistant. There have been conversations with the</p>	

college's students' success to create a student voice framework, which is the first of its kind.

There has been increased engagement with policy and governance processes and there is continuous work to make things clear and accessible to students.

The Advice Manager discussed the team's KPI, stating the advice's team challenges with case management and the need for better accessibility for students. She mentioned that the Care Coordinator has a lot of ideas for the team and there is a possibility of recruiting the new Peer Facilitators early.

**HR:**

The HR Manager provided updates on HR KPIs, one of which is to continue building the HR infrastructure and making full use of PeopleHR, and the need for continuous improvement in management training. She mentioned that Goldsmiths SU has been recognised and awarded for staff engagement and has received the Standard level accreditation from IIP.

**Finance:**

The Finance Manager discussed the progress in finance, including working with Delaware to have better systems in place by identifying areas for improvement within the team and the need for better system integration and training. She also mentioned the need

		<p>for professional development and the need for better capacity management.</p>	
<p>11</p>	<p><b>Sabbatical Officer Update</b></p>	<p>The Education Officer provided an update on the work being done by the officer team and the challenges faced with reduced staff. They discussed the broader changes happening in the higher education sector, particularly the transformation program at Goldsmiths and its impact on academic staff and university size.</p> <p>They mentioned the current funding model of tuition fees, potential changes in the visa system, university regulation, and research funding. The upcoming 2033 strategy at Goldsmiths is mentioned, with feedback provided and a positive outlook on its tone, though the detail remains to be seen. Financial stability at Goldsmiths was noted, with regular forecasted breaches of loan covenants but no immediate loan repayment calls from banks.</p> <p>They highlighted the ongoing issue of student recruitment and its impact on university finances, with a focus on the decline in student numbers and mentioned the dependence on international student recruitment, which constitutes a third of Goldsmiths' students.</p> <p>They highlighted the importance of the sub-support role and the need for better coordination with the university.</p> <p><b>Grant Discussions and Senior Management Changes:</b></p> <p>There have been positive conversations with the university regarding the grant despite its financial challenges. The potential for non-financial</p>	

		benefits from the university is explored and the importance of having autonomy over measures of success for the grant is emphasised. mentioned the need for further	
<b>12</b>	<b>Any other business items</b>	The Education Officer mentioned some roles were titled incorrectly in the delegation document and asked for them to be amended.	
<b>13</b>	<b>End of meeting</b>		